Public Swimming Pools and Spas
New premises registration/change of details

Northern Beaches Council

If you need help lodging your form, contact us			
Email	council@northernbeaches.nsw.gov.au		
Phone	1300 434 434		
Customer Service Centres	**Manly** Town Hall, 1 Belgrave Street, Manly NSW 2095	**Dee Why** Civic Centre, 725 Pittwater Road, Dee Why NSW 2099	**Mona Vale** 1 Park Street, Mona Vale NSW 2103

Office use only	
Form ID	2041
TRIM ref	
Last updated	June 2026
Business unit	Environmental Compliance
Application no.	

Privacy Protection Notice	
Purpose of collection	For Council to provide services to the community
Intended recipients	Northern Beaches Council staff
Supply	If you choose not to supply your personal information, it may result in Council being unable to provide the services you seek
Access/correction	Please contact Customer Service on 1300 434 434 to access or correct your personal information

Payment options	
In person	Visit the Customer Service Centre (listed above) to apply with supporting documentation
Via post	Send the completed application form and cheque payment to: Northern Beaches Council, PO Box 82, Manly NSW 1655. Please allow extra time for this option.
Via email	Send the completed application form to council@northernbeaches.nsw.gov.au and we will call you for payment. Please allow extra time for this option and note the application is not assessed until payment is received.
Note: 0.5% payment card surcharge applies to both credit/debit card payments until 1 October 2026.	

Part 1: Purpose of lodgement

Please indicate for which purpose you are submitting this form by ticking one of the boxes below	
◯ Registration of Public Swimming pool or spa pool	◯ Change of details

Part 2: Applicant & premises details *(required under Clause 19 of the NSW Public Health Regulation 2012)*

It is important that we are able to contact you if we need more information. Please give us as much detail as possible.			
Registered Name of business			
Registered ATO address			
Suburb		Postcode	
ABN/ACN number			
Trading name of business			
Trading address of business			

Part 2: Applicant & premises details continued *(required under Clause 19 of the NSW Public Health Regulation 2012)*

Suburb		Postcode	
Contact person's full name (for Council's enquiries or Cryptosporidium notifications)			
Phone		Alternate	
◯ Owner		◯ Tenant	
Email			

Part 3: Statutory fee

Notification of new premises fee	◯ $105

Part 4: Occupier details *(required under Clause 20 of the NSW Public Health Regulation 2012)**

Occupier full name			
Occupier residential address			
Occupier email address			
Occupier home number		Occupier mobile number	
Occupier business number			

**If different from above*

Part 5: System & 0perational details

Number of indoor pools		Number of indoor spa pools	
Number of outdoor pools		Number of outdoor spa pools	
Chemical dosing system (tick applicable)	◯ Chlorine automatic dosing	◯ Chlorine ORP dosing	◯ Bromine automatic dosing
	◯ Bromine ORP dosing	◯ Other	
Auxiliary disinfection system (tick applicable)	◯ Ozone ionic	◯ UV light	◯ Cyanurate
	◯ Ionic	◯ None	◯ Other
Activities conducted on premise (tick applicable)	◯ Learn to swim	◯ Rehabilitation	◯ Splash park
	◯ Gym/fitness	◯ Hotel/resort	◯ Sports Carnivals
Average users per day	◯ Over 50 Users	◯ 20-50 Users	◯ Less than 20 users

Part 6: Declaration of details

- I declare that the information provided on this form is accurate, complete and correct.
- I declare that I have the necessary records and/or documentation to support this registration form.

Applicants signature		Date	
Applicants full name			